Curriculum Committee Luncheon
AGENDA
Friday, August 12, 2022
Noon

I. Call to Order

II. New Business

  A. Election of the positions: Chair-Elect and Secretary (to review minutes for accuracy)

      2022-23 Curriculum Committee members include:

      1-Year Term:
      Dr. Micheal Tarver (AH)
      Dr. Efosa Idemudia (BE)
      Dr. Debra Murphy (EH)
      Dr. Michael Davis (ST) Chair

      2 - Year Term:
      Dr. James Stobaugh (AH)
      Dr. Matt Brown (BE)
      Dr. Tennille Lasker-Scott (EH)
      Dr. Tsunemi Yamashita (ST)

      Dr. Lei Zhang (at large; 1- year term)

      Ms. Tammy Weaver, Registrar (ex officio)
      Dr. Christine Austin, Assessment (ex officio)
      Ms. Sheryle Tinerella, Library (ex officio)
      VACANT SGA members (ex officio)
      VACANT SGA members (ex officio)

  B. Curricular Items

     1. Curricular items requiring ADHE approval will appear on the August 23rd CC agenda/September 13th Faculty Senate. A summary of the proposals along with the proposals are posted on the Curriculum web page at https://www.atu.edu/standingcommittees/curriculum.php

Proposal presented from the following departments:
   a. College of Arts and Humanities – Department of Communications and Media Studies and Department of English and World Languages
   b. College of Business and Economic Development – School of Business
   c. College of Education and Health – Department of Emergency Management, Professional Studies, and Student Affairs Administration

2. Curricular items requiring Teacher Education Committee approval will appear on the October 25th CC agenda.

   a. Proposals requiring Teacher Education Committee approval presented by the College of STEM – Department of Mathematics and Statistics/Department of Engineering and Computer Sciences

3. All other proposals should make the September 27th CC agenda.

   a. Proposal presented by the College of STEM – Department of Physical & Earth Sciences
   b. Proposal presented by the College of Arts and Humanities – Department of History and Political Science

4. ADHE Timeline for Approval of New Programs and LON Letters of Notification

5. Assessment

   d. START with assessment outcome when contemplating curriculum change
   e. HLC review required for curriculum change with 25% or more substantive change

6. Curriculum Forms

C. Fall meetings will be held at 3 p.m. on the following dates:

Tuesday, August 23, 2022
Tuesday, September 27, 2022
Tuesday, October 25, 2022
Tuesday, November 22, 2022
TBA December, 2022

Discuss meeting format (face-to-face, WebEx, both face-to-face and WebEx)

Arkansas Tech University

Curriculum Committee Minutes

The Curriculum Committee met on Monday, August 12, 2021, at noon in the West Dining Room. The following are members of the committee:

2022-23 Curriculum Committee members include:

1-Year Term:
Dr. Micheal Tarver (AH)
Dr. Efosa Idemudia (BE)
Dr. Debra Murphy (EH)
Dr. Michael Davis (ST) Chair

2 - Year Term:
Dr. James Stobaugh (AH)
Dr. Matt Brown (BE)
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Dr. Tsunemi Yamashita (ST)

Dr. Lei Zhang (at large; 1- year term)

Ms. Tammy Weaver, Registrar (ex officio)
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All committee members were present except Dr. Lasker-Scott and Dr. Zhang. Dr. Julie Furst-Bowe, vice president for academic affairs, Dr. Jeanine Myers, associate vice president for academic affairs, and Dr. Jackie Bowman, past chair, were present as guests.   Ms. Brandi Tripp from the Registrar's Office was present to assist with technology.

After the membership was introduced, Dr. Davis called the meeting to order and asked for volunteers or nominations for the chair elect and secretary positions. Dr. Tarver volunteered to serve as secretary. Motion by Dr. Murphy, seconded by Dr. Stobaugh, to nominate Dr. Tarver, as secretary. Ms. Weaver asked if Dr. Brown would consider serving as chair elect. After discussion of responsibilities, Dr. Tarver made a motion, seconded by Dr. Murphy, to nominate Dr. Brown as chair elect. By acclamation, Dr. Brown and Dr. Tarver were approved as chair elect and secretary, respectively.

OLD BUSINESS: No old business. Minutes approved by email vote after last meeting.

NEW BUSINESS:
CURRICULAR ITEMS

No curricular items were presented.

CURRICULUM PROCESS TIMELINE

Ms. Weaver explained proposals requiring ADHE approval will be considered at the next August meeting to ensure all committee approvals are received in time to meet the catalog deadline. August proposals approved by the Curriculum Committee would be submitted for approval to the September Faculty Senate and October Board of Trustees. After approval, the proposals would be sent to ADHE by their November 1 deadline. The ADHE Coordinating Board meets in January. The catalog goes live March 1. All other proposals would be submitted to the September Curriculum Committee except for teacher licensure proposals. The Teacher Education Council will consider proposals involving teacher licensure in September so the Curriculum Committee would consider the proposals for approval in October Curriculum Committee.

Ms. Weaver indicated a summary of the proposals along with the proposals are posted on the Curriculum web page at https://www.atu.edu/standingcommittees/curriculum.php

ASSESSMENT

Dr. Austin explained the departments should start the curriculum change process with reviewing assessment outcomes. This information should be included in the curriculum proposal as rationale for the change requested. Any new program proposals should come to Dr. Austin to enter into the HLC Review System to determine if substantive change paper is needed. Dr. Austin also explained that HLC considers a substantive change to have occurred when the curriculum has changed by 25% or more during the period between HLC reviews. Individual course changes, as well as program changes are cumulative. Dr. Austin is logging changes between major HLC reviews (4-6 years). Programs that reach 25% changes in that period may need to file substantive change paper work with HLC.

CURRICULUM FORMS

Ms. Weaver indicated that we will need to use the current curriculum forms located on the Curriculum web page until curriculum management software could be purchased and implemented. Ms. Weaver indicated CourseLeaf Curriculum Management Software and Catalog appears to be the best product for consideration. In addition, she indicated the University of Arkansas System will use CourseLeaf to manage the common course numbering process.

MEETING SCHEDULE AND MEETING FORMAT

Motion by Dr. Murphy, seconded by Dr. Idemudia, to hold fall meetings via WebEx at 3 p.m. for the following dates. Motion approved.

Tuesday, August 23, 2022
Tuesday, September 27, 2022
Tuesday, October 25, 2022
Tuesday, November 22, 2022
TBA December, 2022

ADJOURNMENT

Motion by Dr. Stobaugh, seconded by Dr. Idemudia, for adjournment. Motion approved. Adjourned at 12:59 p.m.

Curriculum Committee Luncheon
AGENDA
Tuesday, August 23, 2022
3 p.m. WebEx Meeting

I. Call to Order

II. New Business

  A. Election of the positions: Chair-Elect and Secretary (to review minutes for accuracy)

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      Dr. Micheal Tarver (AH)
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      VACANT SGA members (ex officio)

  B. Curricular Items

     1. College of Arts and Humanities – Department of Communications and Media Studies

        a. Add the following courses to the course descriptions:
           COMM/JOUR 1023: Exploration of Media and Communication,
           COMM 3513: Media Criticism,

COMM 4823: Communications Capstone,
JOUR 2253: Basic Video Production,
JOUR 2263: Media and Society, and
JOUR 4823: Journalism Capstone;

   b. Modify the Curriculum in Communication Speech Option, as follows:

      (1) Change the title to Communication;

      (2) Delete the following:

         COMM Elective 6 hours, and
         COMM 4003: Human Communication Theory; and

      (3) Add the following:

         COMM/JOUR 1023: Exploration of Media and Communications,
         COMM 3513: Media Criticism, and
         COMM 4823: Communication Capstone;

   c. Modify the Curriculum in Communication Theatre and Film Production Option, as follows:

      (1) Delete TH Elective 6 hours, and

      (2) Add the following courses:

         COMM/JOUR 1023: Exploration of Media and Communications, and
         COMM 4823: Communication Capstone;

   d. Modify the Curriculum in Journalism Broadcast, Print, and Public Relations Options, as follows:

      (1) Delete the following:

         JOUR 4883: Mass Communication Theory,
         JOUR Elective 6 hours, and
         Foreign Language requirement 6 hours;

      (2) Add the following:

         JOUR/COMM 1023: Exploration of Media and Communications,
         JOUR/ART 1163: Basic Digital Photography,
         JOUR 2263: Media and Society,
         JOUR 4043: Journalism Ethics, and
         JOUR 4823: Journalism Capstone; and

      (3) Update footnotes as outlined in the proposal;

   e. Delete the Broadcast, Print, and Public Relations Options in the Curriculum in Journalism;

   f. Add the Certificate of Proficiency in Broadcast Journalism;

   g. Add the Certificate of Proficiency in Print Journalism;

   h. Add the Certificate of Proficiency in Public Relations Journalism; and

   i. Add the Bachelor of Arts in Social Media Influencing;

2. College of Arts and Humanities – Department of English and World Languages

   a. Add IPBL 1999: Introduction to Diversity Studies, to the course descriptions; and

   b. Add the Certificate of Proficiency in Diversity Studies.

3. College of Business and Economic Development – Department of Agriculture and Tourism

   a. Add the Certificate of Proficiency in Casino and Gaming Industry; and
   b. Add the Technical Certificate in Casino and Gaming Industry.

4. College of Business and Economic Development – School of Business

   a. Add the Advanced Certificate in Data Analytics;
   b. Add the Advanced Certificate in Entrepreneurship;
   c. Add the Certificate of Proficiency in Business Administration;
   d. Add the Certificate of Proficiency in Microsoft Applications;
   e. Modify the Curriculum in Advanced Certificate in Human Resources, as follows:
      (1) Replace Footnote 1 with the following:
      (2) Required Human Resources Core (12 hours):
         MGMT 3023: Principles of Human Resource Management,
         MGMT 3323: Employment Law,
         MGMT 4093: Organizational Behavior, and
         MGMT 4323: Compensation and Benefits; and
      (3) Approved Human Resources Electives (9 hours):
         MGMT 3123: Business Ethics,
         MGMT 4033: Internship I in Management,
         MGMT 4213: Strategy and Leadership,
         MGMT 4223: Leadership: Ideas and Images in Art, Film, History, and Literature, and
         PSY 3093: Organizational Psychology; and
      (4) Modify the program description as outlined in the proposal; and
   f. Modify the Curriculum in Health Information Management, as follows:
      (1) Allow COMM 2003: Public Speaking, or COMM 2173: Business and Professional Speaking;
      (2) Allow PSY 2053: Statistics for the Behavioral Sciences, or SOC 2053: Statistics for the Behavioral; Sciences, or STAT 2163: Introduction to Statistical Methods;
      (3) Move AHS 1023: Basic Pharmacology with an Overview of Microbiology, FROM: Freshman Fall, TO: Sophomore Fall or Spring; and
      (4) Move AHS 2013: Medical Terminology, FROM Sophomore Fall or Spring, TO: Freshman Fall.

5. College of Education and Health – Department of Emergency Management, Professional Studies, and Student Affairs Administration

   a. Add BAS 4373: Leading Agile Projects, to the course descriptions;
   b. Modify the Curriculum in Applied Science, as follows:
      (1) Delete the following:
         BAS 4653: Production Scheduling,

BAS 4751: Career Planning and Personal Development, and
2 hours of Elective; and
(2) Add the following:
BAS 4373: Leading Agile Projects, and
OL 4963: Organizational Leadership Capstone;

c. Modify the Curriculum in Organizational Leadership Agriculture Business, Child Development, Criminal Justice, Emergency Management, Inter-College Program, and Public Relations, as follows:
(1) Delete OL 3013: Foundations of Organizational Leadership;
(2) Add LEAD 1003: Introduction to Leadership; and
(3) Change OL 4043: Ethical Leadership, TO: LEAD 2003: Ethics in Leadership, or OL 4043: Ethical Leadership;

d. Change the name of the Curriculum in Organizational Leadership Industrial/Organizational Psychology Concentration, TO: Organizational Leadership Psychology Concentration; and modify the curriculum, as follows:
(1) Delete the following:
OL 3013: Foundations of Organizational Leadership,
PSY 3063: Developmental Psychology: Childhood,
PSY 3163: Developmental Psychology: Adulthood, and
PSY 4043: Social Psychology;
(2) Add the following:
LEAD 1003: Introduction to Leadership,
PSY 3813: Lifespan Development,
Approved PSY/SOC 3000-4000 level Elective 3 hours, and
Approved PSY 3000-4000 level Elective 3 hours; and
(3) Change OL 4043: Ethical Leadership, TO: LEAD 2003: Ethics in Leadership, or OL 4043: Ethical Leadership; and

e. Add the Organizational Leadership Military Leadership Concentration.

C. Fall meetings will be held at 3 p.m. on the following dates:

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TBA December, 2022